

## **Continuing Education Provider Fees and Dates – January 2003 to December 2003**

The attached fee schedule is for Continuing Education provider applications **received from January 2003 to December 2003**. In order to determine the correct Extension Fee required, refer to the specific month in which our office will be receiving the necessary forms and documentation required to obtain approval as a CE provider.

The following procedure is required:

1. Issue one check for the Review / Issuance Fee (\$100.00).
2. Issue a second check for the Extension Fee. Refer to the attached schedule for the specific month applicable to determine the correct amount of the Extension Fee due.
3. Make checks payable to the Department of Commerce and Consumer Affairs.
4. Any questions please call (808) 586-2788 for assistance.

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The review/issuance fee and extension fee are required at the time of provider approval submissions. The review/issuance fee is for the review of the provider application and the extension fee is for the services offered by the provider from the effective date of approval to the expiration date. If the provider application is not approved, the extension fee payment will be returned.

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NOTE: A DISHONORED CHECK RETURNED BY THE BANK WILL BE ASSESSED A SERVICE CHARGE OF \$15.00. AN INTEREST CHARGE OF AN ADDITIONAL 10 CENTS PER MONTH WILL BE INCURRED FOR EACH MONTH THE SERVICE CHARGE IS NOT PAID.

**A DISHONORED CHECK WILL VOID ALL TRANSACTIONS AND THE EXECUTION  
OF NEW APPLICATION FORMS WILL BE REQUIRED.**

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**INCORRECT FEE AMOUNTS AND INCOMPLETE APPLICATION(S) WILL  
RESULT IN REJECTION OF THE APPLICATION(S).**